

If exchanging by fax, please complete this cover sheet, then tear your tickets in half so they cannot be used. Photocopy the torn tickets and fax them to us at 614.340.2272 with this cover sheet. We must receive your ticket exchange no later than 4:00 p.m. the day before the performance date on your tickets, and by 4:00 p.m. on Friday for Saturday or Sunday performances. Fax exchanges received and completed by one week prior to the engagement will be mailed to the address on your account, unless you note otherwise. Exchanges received and completed less than one week prior to the engagement may be picked up at will call starting two hours prior to curtain.

If you have not received your new tickets by 48 hours prior to your performance, please call us at 614.469.0939 to verify your exchange is complete.

Account # _____

Name of Person Exchanging Tickets _____

Season Ticket Holder Account Name (if different from above) _____

Primary Phone Number _____ Secondary Phone Number _____

SHOW	Exchange from (Original date)	Exchange to (First choice)	Exchange to (Second choice)	Exchange to (Third choice)	Number of tickets
	DAY	DAY	DAY	DAY	
	DATE	DATE	DATE	DATE	
	<input type="checkbox"/> MAT <input type="checkbox"/> EVE	<input type="checkbox"/> MAT <input type="checkbox"/> EVE	<input type="checkbox"/> MAT <input type="checkbox"/> EVE	<input type="checkbox"/> MAT <input type="checkbox"/> EVE	

If comparable seating is not available to seat our group of 4 or more together, please split into the following groups:

2 + 2 **4 + 2** **Other** _____

We are willing to move to same price seating in a different location.

If seats are for a higher-priced performance or seating location*, please charge the difference to the credit card below. For pricing information, see enclosed extra ticket order form.

MasterCard **VISA** **American Express** **Discover**

 Expiration
 Month/Year

 Card Number

Notes:

*Broadway Across America will make every attempt to exchange your tickets into a comparable seat location, but is not guaranteed. When exchanging tickets, prices may vary on a show by show basis. All upgrade charges will apply. Sorry, we cannot refund the difference on less expensive tickets.